

City of Lansing  
UAW Unit Job Description  
3/03/14

**Department/Division:** Public Service/ O & M

**PCN:** SEMATWKR

**Position Title & Level:** Seasonal Maintenance Worker/Solid Waste Backup Operator

**SPECIAL REQUIREMENTS:**

Must pass the 120 hour Solid Waste Operator Training Program in order to remain a Seasonal Maintenance Worker.

Must possess and maintain a valid State of Michigan Commercial Driver's License, Group B, with Air Brakes and N (tank) Endorsement

MDOT Drug & Alcohol Training

Applicant selected to fill this position will be offered as a condition of employment to participate in an employer paid Hepatitis B inoculation program.

Applicant selected to fill this position may be required to use a respirator in the performance of their job duties and would have to pass the Respirator Certification Examination.

**EDUCATION & EXPERIENCE REQUIREMENTS:**

High School Diploma or GED and/or equivalent training and experience performing heavy manual labor tasks requiring operation of a variety of manual and mechanical equipment.

**KNOWLEDGE, SKILLS & ABILITIES REQUIREMENTS:**

Knowledge of the tools and equipment used in manual labor tasks.

Skill in the safe performance of manual tasks requiring operation of a variety of vehicles and equipment.

Ability to handle stressful situations in dealing with the public.

Must be able to maintain effective relationships with supervisors and co-workers. Must be able to follow verbal and written instructions.

**PHYSICAL CAPACITY REQUIREMENTS:**

This position requires the individual through assistance or on their own to hear, walk, climb, sit, stand, reach, bend, stoop, push, pull, carry, and have visual acuity and the ability to lift 95 pounds.

**ENVIRONMENTAL CONDITIONS OF POSITION:**

Subject to all weather conditions including high temperatures in summer and cold weather in the winter. Exposed to live traffic conditions, to allergens, dust, dirt, and may be exposed to some high pitched noises and a variety of fumes.

**ESSENTIAL POSITION FUNCTIONS: (Reasonable accommodations will be provided, if necessary, for individuals with disabilities who can perform the essential job functions with or without reasonable accommodations. Should you need any disability related accommodation in the application and/or selection process, please contact the Department of Human Resources).**

**The essential position functions listed below do not include all functions which may be found in this position as duties and responsibilities may be added, deleted or modified at any time.**

- Assists in the maintenance of municipal properties by performing a wide range of manual laboring tasks in buildings, parking ramps, parks, cemeteries, golf courses, and athletic fields.
- Assists in the repair of public walks, alleys, and gutters by carrying concrete, sand, and other supplies, mixing materials by hand and mechanically, and visually inspecting work to ensure it meets established quality standards.
- Lifts and hauls equipment, tools, and supplies weighing from twenty-five (25) to ninety-five (95) pounds.
- Picks up refuse, litter, and debris by hand, bending over as needed, and in certain cases, using rakes, vacuuming devices and power blowers.
- Operates both push and self-propelled lawn mowers for extended periods on a variety of terrain.
- May operate air hammers, air compressors, and jack hammers.
- Manually digs holes for planting, using a variety of watering and irrigation devices on plants and uses hand, power saws, and clippers to perform basic plant trimming and removal tasks.
- May perform building custodial tasks including: manually scrubbing walls, windows and other surfaces; sweeping and mopping floors; and lifting, carrying and emptying trash and refuse containers.
- May perform basic building tasks including: measuring and cutting materials using hand and power saws; performing both interior and exterior painting work; and performing basic plumbing tasks such as unplugging drains using plungers and/or powered rooters.
- Installs meter posts and repairs guard rails by manually digging or using post hole borers to prepare foundations for posts and using wrenches to bolt rails into place.
- Paints parking ramps and lots using both mechanical spraying equipment and manual brushes and rollers. Cleans up when work is completed using the appropriate chemical solvents.
- Installs sign posts by manually digging, or using a pneumatic hammer. Attaches and/or removes signs from posts using hand or pneumatic tools.
- Transports, set up and remove signs and barricades for special event and construction traffic control.
- Drives standard and automatic transmission vehicles as assigned including tractors, pick-up trucks, and dump trucks.
- Helps with the City's abatement for code compliance

Rev: 1/02/12